

Welcome to HUBSCO+

Historically Underutilized Businesses



NC★DOA
Department of Administration
**Office for Historically
Underutilized Businesses**

What will I learn from this training?

What is HUBSCO

HUBSCO+ vs. HUBSCO

New Features

Notice of Transition

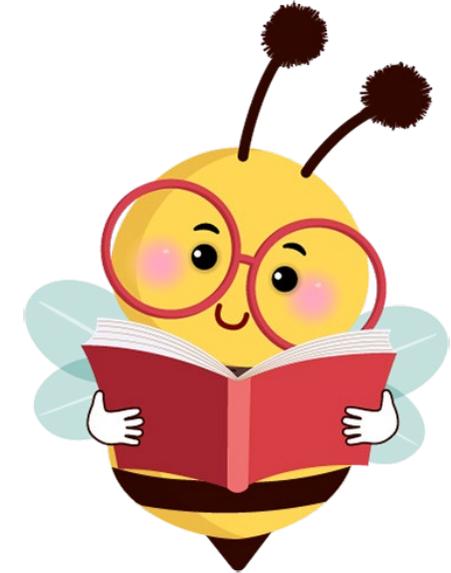
HUBSCO+ Live



NC DOA
Department of Administration
**Office for Historically
Underutilized Businesses**

What is HUBSCO?

- Developed by NCDOA's Historically Underutilized Business (**HUB**) and State Construction offices (**SCO**) to allow public entities to report on spending with minority and woman owned businesses.
- System is 20 years old! It's time for updates.
- HUBSCO+ maintains the integrity of original system **PLUS** it incorporates meaningful improvements.
- HUBSCO+ has modern look and improved functions yet navigation is similar to the previous system.
- HUBSCO+ **was developed by NC HUB and NC Department of Information Technology and tested by users from local and state governments and school systems**



Thank You HUBSCO+ Development Team

NC DIT

- Dell Pinkston
- Mike Gasperino
- Felisa Benton

NC HUB Office

- John Guenther
- Roxane Waller
- Chris Chan (Intern)

Local Participants

- Chiquitha Lloyd,
Charlotte-Mecklenburg Schools
- Denisha Harris
Town of Cary
- Pamela Gales
Wake County Public Schools

HUBSCO+ Test Team

- Dawn Humprey
Gaston County Public Works
- Pamela Gales
- Steve Wuthrich
City of Winston-Salem
- Sara Kirby
Mecklenburg County Government
- Chiquitha Lloyd
- Eva Mendez
City of Statesville

HUBSCO+ *versus* HUBSCO



HUBSCO+ Log On



HUBSCO Log On

Log On

Use a local account to log in.

HRS Login

Login to HUB Reporting System

User Id: *

Password: *

[Forgot/Change Password](#)

WARNING: This is a government computer system, which may be accessed and used only for authorized business by authorized personnel. Unauthorized access or use of this computer system may subject violators to criminal, civil and/or administrative action. NCC742

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HUBSCO Reporting System

System Logon

Welcome to the HUBSCO Reporting System. Please enter your information.

Login ID:

Password:

HUBSCO+ *versus* HUBSCO

↓ HUBSCO+ Main Screen after Logging On

↓ HUBSCO's Main Screen after Logging On

Administration ▶ Projects ▶ Report ▶ **HUBSCO PLUS Train**  Hello, phelmst Log off

Show Inbox for Union County Public Schools

Informal Projects [Add Informal](#)

Project Number	Project Name	Created Date	Edit	Delete
0000001	HUBSCO+ Project 2	4/27/2023		
1-97295092	TECHNOLOGY-ROOF REPLACEMENT	1/6/2022		
1-97316090	FOREST HILLS HIGH SCHOOL-ROOF REPLACEMENT	10/8/2021		
1-97318073	HEMBY BRIDGE ELEM HVAC RENOVATION	10/6/2021		
1-97336018	MONROE HIGH SCHOOL-MEDIA SKYLIGHT	10/6/2021		
2-97318027	HEMBY BRIDGE ELEMENTARY-KITCHEN WASTE	10/6/2022		
867-5309	Test may 10	5/10/2023		

Formal Projects [Add Formal](#)

Project Number	Project Name	Created Date	Edit	Delete
1-97336074	MONROE HIGH SCHOOL-HVAC RENOVATION	10/6/2021		
1-97343089	PORTER RIDGE MIDDLE-ROOF REPLACEMENT	10/8/2021		
1-97348008	PIEDMONT HIGH SCHOOL-ATHLETICS IMPROVEMENTS	10/6/2021		
2-97000012	FHH & PRO WASTEWATER SYSTEMS UPGRADE	7/8/2022		
2-97000016A	ANTIOCH & KENSINGTON CHILLER REPLACEMENTS 2-97000016	7/8/2022		
2-97346037	PARKWOOD MIDDLE SCHOOL-HVAC REPLACEMENT	10/6/2022		
2-97348011	PIEDMONT HIGH SCHOOL-ROOF REPLACEMENT	10/8/2021		
2-97366009	CATA-ATHLETICS RENOVATION	6/30/2022		
2-97366015	CATA-ROOF REPLACEMENT 1.24	1/7/2022		
2-97384040	WESTERN UNION-HVAC RENOVATIONS	7/8/2022		
8675309	Test	5/9/2023		
9-970960022	TRANSPORTATION CENTER	7/10/2019		
test	test	4/17/2023		
Test	HUBSCO+ Testing	4/25/2023		

Take Me To:  **HUBSCO Reporting System** [Logout](#)

Inbox for Guenther, John
[Show Inbox for HUBSCO Training Entity](#)

Informal Projects

Project #	Project Name	Created Date	Action
			Add
676-852	Test pave	6/29/2015	Edit - Delete
PO 791059	Grounds Storage Shed #3	6/12/2015	Edit - Delete
PO 791060	Grounds Storage Shed #4	7/7/2015	Edit - Delete
PO 791061	Grounds Storage Shed #5	7/9/2015	Edit - Delete
Tip test	Whilte Lake test	7/30/2015	Edit - Delete

Formal Projects

Project #	Project Name	Created Date	Action
			Add
15264	bib	7/2/2015	Edit - Delete
F20-07-06	Paving & Grading	6/12/2015	Edit - Delete
F20-07-2015	Paving & Grading - Barr-Mill Park, Greensboro, NC	7/8/2015	Edit - Delete

HUBSCO+ *versus* HUBSCO

HUBSCO+ Main Menu Screen

The Main Menu screen will allow multiple actions to choose from quickly!



Main Menu

Function	Description
Public Entity	Allows you to modify your Public Entity information and set up and maintain Users.
Send Email	Allows you to Send Email to users of the system.
Main Page	A list of all items that can be done.
Project Inbox	A list of all currently incomplete formal and informal projects. You can add a new project, modify an existing incomplete one, or delete an incomplete one.
Search for Projects	Allows you to search for complete and incomplete projects. You can go from the search results directly to the projects that are returned.
Informal Project - Add New	Add Informal Project
Formal Project - Add New	Add Formal Project
No Quarterly Projects Submittal	No Projects Quarterly Submittal
Report - Annual/Quarterly Totals	View Annual/Quarterly Totals by Public Entity Group Report.
Report - Total Construction Dollars Per Construction Method	View Total ConstructionDollars per Construction Method.
Report - Total Construction Dollars Per Type of Work	View Total Construction Dollars Per Type of Work Performed.

HUBSCO+ *versus* HUBSCO

HUBSCO+ Reports

Hover over “**Reports**” and select from one of the report options :

- Annual/Quarterly Totals
- Total Construction Dollars Per Construction Method
- Total Construction Dollars Per Type of Work



Administration > Projects > Report > HUBSCO PLUS Train Inbox

- Report - Annual/Quarterly Totals
- Report - Total Construction Dollars Per Construction Method
- Report - Total Construction Dollars Per Type of Work

HUBSCO Menu

Previous drop-down menu selections have been eliminated in HUBSCO+.

No more "Go" Button.



Take Me To:

- Select -----
- Select -----
- Project Inbox
- Main Page
- Search for Projects
- Reports
- System Administration
- Send E-Mail
- No Quarterly Projects Submittal
- Informal Project - Add New
- Formal Project - Add New
- Logout

New Features in HUBSCO+

- ✓ **Search** for Vendor
(*HUB and Non-HUB*)
- ✓ **Vendor Auto Complete**
for listed Vendors
- ✓ **Switch** between **Formal**
& **Informal Projects**
(if needed)

This page allows you to locate projects in process by one or more selection criteria. To search for projects in process, enter your search criteria in the form below and click the SEARCH button. If any criteria do not apply simply leave that item blank.

Project Created By:

Public Entity:

Project Number:

Project Name:

Project Type:

Status:

Project Start Date: From To:

Key Words:

Type up to 5 words that may appear in the project. A match on any word, and that fits the other criteria, will result in that project being listed. List each keyword separated by a comma. To search for apples and oranges type **Apples, Oranges**.

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HUBSCO+ Link and Forms

[HUBSCO+ Log On](#)

[HUBSCO+ Access Request Form](#)

